

STATE OF MONTANA DEPARTMENT OF CORRECTIONS POLICY DIRECTIVE

Policy No. DOC 1.1.13	Subject: RESEARCH ACTIVITIES OF NON-DEPARTMENT AGENCIES	
Chapter 1: ADMINISTRATION AND MANAGEMENT		Page 1 of 2
Section 6: Research		Effective Date: Dec. 1, 1996
Signature: /s/ Mike Ferriter, Director		Revised: 08/03/11

I. POLICY

The Department of Corrections will support and assist the corrections research efforts of other governmental entities, academic institutions, and foundations where those efforts do not compromise the security and operational integrity of Department facilities or programs or the safety, security, and confidentiality of Department staff or offenders supervised by the Department.

II. APPLICABILITY

All divisions, facilities, and programs Department-owned and contracted, as specified in contract.

III. DEFINITIONS

None

IV. DEPARTMENT DIRECTIVES

A. General Requirements

- 1. The Department research staff will establish specific criteria for the review and approval of research proposals submitted by outside entities. Those criteria are:
 - a. the Department will consider the results of all Department-related research projects to be within the public domain;
 - b. the Department director, or designee, must approve or deny all Department-related research projects and any research proposals in which the results are denied to the public or its agencies;
 - c. a detailed prospectus must accompany all research proposals to include:
 - 1) the title of the proposed study;
 - 2) names and addresses of the principal researcher(s) and all project staff;
 - 3) an endorsement by a recognized research entity certifying that the proposed project is for valid scientific, educational, or other public purposes; and
 - 4) a summary of the goals of the study and the justification for the research.
 - d. Department research staff and appropriate program managers will review all research requests from non-Department entities to determine the potential effect of each proposal on program security and operational integrity;
 - e. when proposals are likely to interfere with Department programs, Department research staff may advise the requesting entity to alter elements that may negatively impact programs in which case approval may be contingent upon minimizing any negative program effects;

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- f. the Department will not approve research requests if the research data is unavailable to the Department, unless the requesting entity gathers and processes all such data;
- g. the Department will not approve research requests that directly involve increased Department expenditures without benefit to the Department; and
- h. Department employees may not receive compensation, remuneration, or payment of any kind beyond their normal salaries for participating or assisting in any research project.

V. CLOSING

Please direct questions concerning this policy to the Department communications director.

VI. REFERENCES

- A. <u>53-1-201</u>, MCA; <u>53-1-203</u>, MCA; <u>53-1-206</u>, MCA
- B. 4-4102; ACA Standards for Adult Correctional Institutions, 4th Edition
- C. DOC Policies 1.1.3, Organization and Responsibility

VII. ATTACHMENTS

None